

Council Meeting
October 9, 2017
7:00 p.m.

The council meeting of Mayor and Council was held on the above date and time with Council members DeBenedictis, Carrow, Smith, and Dias present with Mayor Letterman presiding. Town Foreman Jeff Hurlock, Recording Secretary Sue Muncey, Lieutenant Carl Hutson, Town Solicitor Gary Junge, Marvin Pedigo, John Treadwell, and Sandra DeLane were also in attendance.

1. **Call to Order** - Mr. Letterman called the meeting to order at 7:00 p.m.
2. **Pledge to the Flag** – Ms. DeBenedictis led the Pledge of Allegiance.
3. **Approval of Minutes** –

Ms. DeBenedictis made a motion to approve the Council Meeting on 09/11/17 and the Budget Committee Meeting on 09/28/17 in written form. Mr. Dias seconded the motion. Motion carried unanimously.

4. **Approval of Income and Expense Report** –

Mr. Carrow made a motion to approve the Income and Expense Report. Mr. Dias seconded the motion. Motion carried unanimously.

5. **Communications** – No Communications

6. **Report of the Chief of Police** – Mr. Hutson stated at next month's meeting he would like to give an accommodation to Officer Hume for his assistance with Smyrna PD. He would like to have Officer Hume present at the meeting. Mr. Carrow wanted to thank the police department for their assistance with Railroad Days. He also asked about the traffic in the morning at the intersection of Main and Bassett Streets. There is a lot of traffic congestion with the school buses. Mr. Hutson stated the SRO's could rotate in the mornings. Mr. Carrow stated maybe patrol in the morning and afternoon for ½ hour. Mr. Letterman stated having someone sit down the street. Mr. Smith suggested having an officer direct the traffic. Mr. Hutson stated he will have an officer direct traffic for 10-15 minutes at that location.

7. **Report of the Town Foreman** – Mr. Hurlock stated the town crew will be picking up leaves as they show up. Mr. Letterman stated they are showing up. Mr. Carrow wanted to thank the town crew for their help with Railroad Days. He thanked them for their assistance with hanging the banners, use of the gator, and supplying trash cans.

8. **Report of the Town Solicitor** – Mr. Junge had no report.

- 9. Report from Inspections/Enforcement** – Mr. Hurlock stated new homes are continuing. The Code Enforcement Officer has made a lot of contacts. He is keeping busy.

10. Reports from Members of Council

- a. Report from Electric Committee** – Ms. DeBenedictis stated they had an Electric Committee Meeting on 10/05/17. They have come up with ideas to discuss with the attorney. After they discuss with the attorney, they will present to Council.
- b. Report from Street Committee** – Mr. Smith had no report. Mr. Hurlock stated two (2) streets went out to bid. Four bids were solicited. Three contractors submitted bids. For Coleman Street - Ralph Cahall came in at \$19,318. For S. Rodney Street - Ralph Cahall came in at \$30,674. Mr. Letterman asked if the markings were done on Cherry Alley. Mr. Hurlock stated the markings have been done and a sign is posted at the end of the street.
- c. Report from Water & Sewer Committee** – Mr. Dias had no report.
- d. Report from Equipment Committee** – Mr. Smith had no report.
- e. Report from Personnel Committee** – Mr. Carrow had no report.
- f. Report from Police Committee** – Mr. Dias had no report.
- g. Report from Budget Committee** – Mr. Smith stated that we had a Budget Meeting on 09/28/17 to discuss the 2018 budget. Our next meeting is scheduled for 10/17/17 at 6:30 p.m.
- h. Report from Economic Development Committee** – Mr. Carrow stated Railroad Days was held on 10/07/17. They tried to promote the businesses in town during the festival. They have spoken to Kee's Kupcakes and the coffee shop about having extended hours during the Christmas tree lighting.
- i. Report from DEMEC** – Ms. DeBenedictis stated Public Power Week was last week. They had a banner displayed in Town, a billboard located on Route 13 north of Route 1 at the south end entrance facing south, and a display in our lobby. The annual dinner was held at Dover Downs.
- j. Report from Board of Adjustments** – Mr. Hurlock had no report.
- k. Report from Planning & Zoning Committee** – Mr. Hurlock stated they are currently working on the comprehensive plan update. Linda Raab had a booth at Railroad Days. They are going to have a public hearing. The concept was approved for the revised Ovarations plan. Not sure of the time line of when this development will start. On 12/27/17 a meeting is scheduled to discuss a minor subdivision. This is on S. Rodney Street at the mini storage location.
- l. Appeals Board** – Mr. Hurlock had no report.

11. Unfinished Business

- a.** Second Reading and Vote – Ms. DeBenedictis read An Ordinance by the Town of Clayton to Adopt the ICC International Residential Code and the International Building Code 2012 Editions and the 2012 Property Maintenance Code.

Mr. Carrow made a motion to adopt the ICC International Residential Code and the International Building Code 2012 Editions and the 2012 Property Maintenance Code as read. Mr. Dias seconded the motion. Motion carried unanimously.

12. New Business –

- a.** First Reading – Ms. DeBenedictis read An Act to Amend Town of Clayton Ordinance Section 2.2-3.4 - Ordinance Concerning the Control of Vegetation.
- b.** Discuss and Vote – Mayor to Nominate Marvin Pedigo to Become a Member of the Street Committee. Mr. Letterman stated he would like to nominate Marvin Pedigo to the Street Committee. He works for DEL DOT. He asked for the Council's input. Nomination was approved by all members of Council.

13. Public Forum – No comment from the public.

14. Adjournment

Mr. Dias made a motion to adjourn the meeting. Mr. Carrow seconded the motion. Motion carried unanimously. Meeting was adjourned at 7:20 p.m.

Recording Secretary,

Sue Muncey